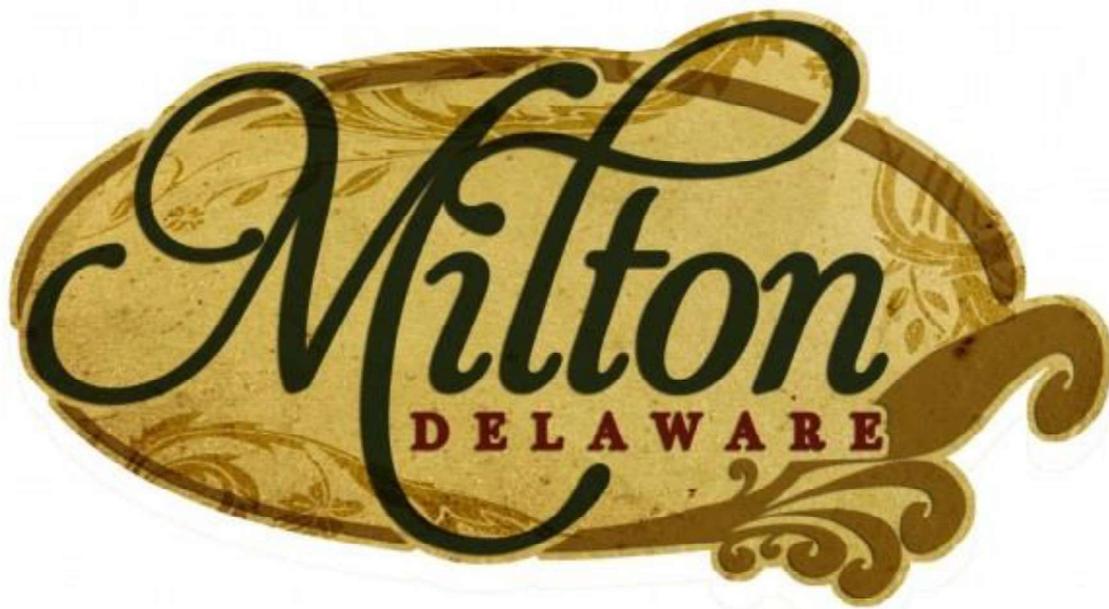


User Introduction Guide to Home Rehabilitation and Construction in Historic District of Milton



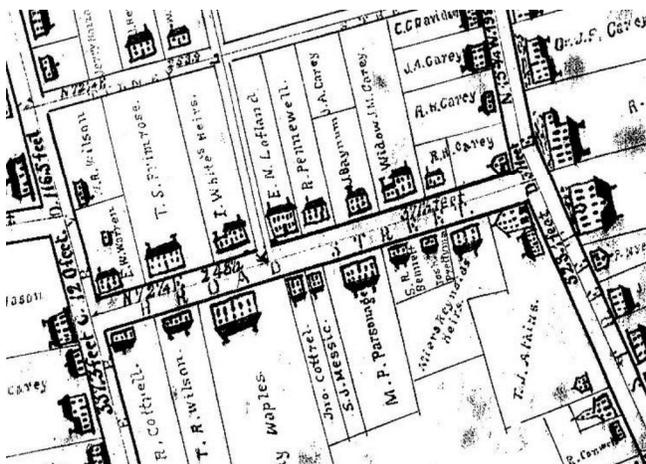


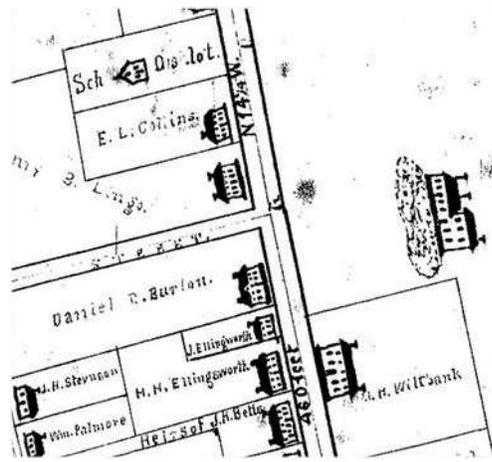
Provided by: Milton Historic Preservation
Commission

also available online



Historic Milton, 1887





HISTORIC DISTRICT:

The town of Milton has, by ordinance, identified an historic district. Within the district, it is acknowledged that the heritage and economic well-being of the town is strengthened by:

- a. Preserving its architectural and historic resources
- b. Conserving property values
- c. Fostering Milton's architectural and historic character
- d. Strengthening the local economy
- e. Promoting the use of the district for the education, pleasure and welfare of our citizens and visitors

The district includes but is not limited to unimproved lands and most of the Town's historic structures. The district's architectural value and setting is shaped by the interaction and focus of many and varied structures. Accordingly, within this district, demolition, new construction or additions, signs, and most alterations are all subject to review by the Historic Preservation Commission. The review is based on the Secretary of the United States Department of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.



HISTORIC PRESERVATION

COMMISSION:

The Historic Preservation Commission shall be authorized to conduct meetings and hearings and issue rulings as necessary. Meetings shall be scheduled and open to the public and notification of meetings shall be published in a local newspaper of general circulation and publicly posted at Milton Town Hall.

possible statement from the commission



PROCEDURES:

Before the construction, alteration, reconstruction, moving or demolition of any structure on property within Historic District or on an historic site that would affect the exterior appearance of a structure, the owner or representative must file an application with the Project Coordinator of the Town of Milton for permission from the HPC to construct, build, alter, reconstruct, move, demolish or make the addition.

Actions NOT requiring review:

- Repair and/or replacement of existing windows or doors, using identical material and configuration
- Maintenance, repair and/or replacement of existing roof material, involving no change in design, scale or material

- Repair and/or replacement of existing roof structures, such as cupolas, dormers and chimneys
- Repair and/or replacement of existing shingles, clapboards, or other siding
- Replacement or repairs to existing shutters, fences or retaining walls, using the same materials as those items being replaced
- Change of paint color

APPLICATION PROCESS FOR ACTIONS OTHER THAN DEMOLITION:



The applicant shall apply for a building permit. If the proposed site is in

the Historic District, or is designated as an historic site, the Project Coordinator shall notify the applicant that his/her project must receive approval from the Historic Preservation Commission unless the scope of the project falls under the above subsection. The Project Coordinator shall assist the applicant as much as reasonable with the process, including the completion of the necessary application and notify him/her of the meeting date, location and time. Application shall include:

1. A site plan, survey sealed by a professional engineer or surveyor, if required by the Project Coordinator, identifying all existing and new structures, required setbacks and easements
2. Plan and elevation drawings of the proposed change, construction, alteration, or modification
3. A description and/or providing of samples illustrating the type and texture of the materials to be used for the exterior

4. Current photographs of the property to include front, side, and/or rear street views if applicable
5. Current photographs of adjacent and neighborhood properties, including the streetscape of both sides of the street on which the subject property is located
6. An architectural rendering for new house construction, proposed additions or a significant alteration of an existing structure.

The HPC will endeavor to arrive at a decision at the first meeting at which the application is presented; however if the HPC decides that it needs more information or time in which to make a decision, it shall either place the application on the agenda for the next meeting or schedule a special meeting.

The HPC may either grant approval, grant approval with conditions, or deny the application. A denial shall include the reasons that the proposal does not meet the criteria



The applicant shall have the opportunity to resubmit his/her application with modifications; such resubmissions shall meet the same requirements as the original.

CRITERIA: In reviewing plans for any construction, change or demolition, the HPC shall base its decision on these considerations:

1. Historic or architectural value and significance of the structure and/or its relationship to the historic value of the surrounding area.
2. Relationship of the exterior architectural features of the structure to the remainder of the structure and/or to the surrounding neighborhood. Distinctive stylistic features

and/or examples of skilled craftsmanship shall be preserved, if possible.

3. General compatibility of exterior design, arrangement, texture and materials proposed to be used with other structures contributing to the established character of the Historic District of Milton
4. When application is made to demolish a structure or any part thereof, the impact of its removal from the area in which it is located, and its structural condition and the economic feasibility of alternatives to the proposed



demolition

5. When application is made to move an historic structure, the potential loss of history to its original site and to the Historic District as a whole, and the reasons for not keeping the structure at its present location
6. When application is made for new construction in the Historic District, or for relocating an existing structure from outside the Historic District into that district, the general compatibility in style, scale, composition, usage and construction of other structures in the neighborhood
7. A proposed new structure, or any alterations to an existing structure in the Historic District, or to a designated historic site, shall be permitted to expand to the height and yard setbacks permitted in the zoning district for that particular property

8. The effect of the proposed structure on the health, safety and general welfare of the Town of Milton, its residents and visitors



DESIGNATION OF HISTORIC SITES:

Owners of properties outside of the boundaries of the Historic District may request their property be designated as a Town of Milton historic property. The HPC will make a designation after considering the following aspects:

1. **Location:** The relationship between a property and its location is often crucial to understanding why the property was created or why something happened there. Historic associations help to capture the identity of the property.
2. **Design:** The combination of elements that create the form, style, space and structure of a property can reflect historic functions,

technologies and aesthetics. The design results from conscious decisions made during the original conception of a property and applies to many



fundamental aspects of the creation of the property.

3. **Setting:** The character of a historic property in which it played its historical role, the setting involves *how* the property relates to the surrounding features and open space. It reflects the basic physical conditions under which a property was built and the functions it was intended to serve.
4. **Materials:** The combination of physical elements used to create a historic property often reveals the preferences of those who created the property and indicates the availability of particular types of materials and technologies.
5. **Workmanship:** The evidence of artisan's labor and skill in constructing a site can apply to the entire property, or its individual components. Workmanship can provide evidence of the technology of a craft and reveal the application of these technologies in many ways.
6. **Feeling:** The property's expression of the aesthetic or historic sense from a specific period of time results from physical features that convey the property's historic character.
7. **Association:** Association is the direct link between an important historic event or person and a historic property. Properties retain this association if the physical features present



convey its historic character.

STANDARDS:

A proposed new structure or any alterations to an existing structure located in the Historic District or designated as an historic site shall conform to the Municipal Code of the Town of Milton and/or any other prevailing law or code in place at time of application. The following standards shall be used by the HPC in preserving architectural integrity and ensuring the compatibility of new construction and alterations with the existing body of architectural styles in the Historic District:

Roofing materials: Acceptable materials include wood, slate, metal, asphalt shingles, as well as roofing materials which bear resemblance to these materials. Repair materials shall be consistent with the existing roofing material. When a flat roof is otherwise consistent with the design criteria established in this article, the rubber membrane or similar material may be used.

Siding material: All materials shall be consistent with and appropriate in design, texture and other visual qualities to the style and period of the structure and in keeping with the general appearance of other structures in the neighborhood. Siding, including brick, stucco, wood, cement and vinyl, can all be considered but, if used, should have a traditional appearance and profile that fits both the style of the structure and the neighborhood.

Foundation material: Traditional foundations, including brick, brick veneer, stone and stone veneer, are encouraged. Concrete block is permitted; however, the foundation is to be covered in stucco so as to disguise the block joints.

Chimney styles and materials: Chimneys in public view should be of brick or stucco. Metal chimneys are acceptable for use in nonpublic view.

Porches: If a porch is to be installed in new construction or alteration, it shall adhere to the height line and average depth of other porches in the surrounding neighborhood. When existing structures with traditional porches are renovated,

owners shall preserve both the porch and its architectural detailing.



Windows: New structures or alterations to existing designated historic sites and construction or alterations to structures in the Historic District shall have windows that are compatible in appearance to those in the existing structure and surrounding structures.

Architectural Details: This term applies to such building features as window and door trim styles, cornices, ornamental brackets, porch and entrance balustrades, porch pillars, corner pilasters, gable peak ornamentation, lattice work, traditional paneled and louvered shutters and similar details. The applicant shall extend



the design motif of the existing structure to any addition; and, in the case of alteration to an existing structure, the architectural details on the exterior shall be preserved.

Walls, fences and gates: Materials shall be of a type compatible with the architecture of the Historic District and designated historic properties to which the walls, fences or gates would be included or affixed. Natural materials are encouraged, but man-made materials similar in appearance will be considered.